



Office of
Congressman J. Dennis Hastert



United Way of the Aurora Area

SPACE IS LIMITED

**TO REGISTER OR FOR
MORE INFORMATION**

Please contact us:
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OFFICE OF CONGRESSMAN J. DENNIS HASTERT
UNITED WAY OF THE AURORA AREA
PRESENT:

Technical Grant Writing Workshops

Monday, May 12, 2003

9:00 a.m. - 11:30 a.m. OR 1:00 p.m. - 4:00 p.m.

Ms. Andrea Brandon
Special Assistant to the Acting Deputy
Assistant Secretary for Grants and
Acquisition Management
Department of Health & Human Services



EVENT LOCATION
Provena Mercy Center
Behavioral Health Building
Dunleavy & Walsh Room
1330 North Lake Street
Aurora, IL 60506

“FINDING & APPLYING FOR FEDERAL DOLLARS”

This workshop will be aimed at organizational managers, program managers, financial managers and grant managers who are involved in finding federal funding opportunities for their organizations and writing successful grant proposals.

Topics discussed will be:

- Finding federal funding opportunities electronically
- Applying for federal grants electronically through the new government-wide portal
- Applying for the DUNS number
- Understanding the OMB Circulars
- Writing a winning grant proposal
- What federal reviewers look for
- Do's and Don'ts of grant writing
- How to Jump Start your organization's business and financial structure
- Understanding Mandatory vs. Discretionary grant funding